

MINUTES
Commission on Diversity Awareness
Regular Meeting
February 19, 2019 1:30 p.m.
Council Chambers (1st Floor), City Hall, 211 W. Aspen Avenue, Flagstaff

1. CALL TO ORDER

Khalif Durham motioned Emily Davalos seconded the motion and all approved. Khalif Durham called the meeting to order at 1:33 p.m.

2. ROLL CALL

Members Present

Khalif Durham, Chair
Anne Hart, Vice Chair
DeAnn Wegwert
Jean Toner (via phone)
Emily Davalos
Dan (Robert) Duke

Members Absent

Guests Present

None.

3. Recommended Protocol for Members and Other Participants Call In.

4. Public Participation.

None at the time this portion of the Agenda originally came up, but returned to Public Participation after Action Item C given members of the public arrived and wanted to share information.

- A. Amber Nill, known as OmegaFire, brought handouts for the Commission about the upcoming Mandala Peace Festival and can be seen at www.omegafirecreations.com/peace-festival. Amber Nill asked about a fiscal agent to allow for a non-profit write off. Khalif Durham asked about how long Amber Nill has been planning this event and she responded over the last 20 years with a higher focus over the past year. Khalif Durham asked about what other groups she has reached out to and specifically mentioned names of agencies who agreed to partner on the website. Amber Nill requested for the Commission to forward to City Council with a recommendation on the event. Jean Toner suggested Amber Nill contact the City Manager, Barbara Goodrich, to determine what paths are for requesting City sponsorship.
- B. Joyce suggested a change to the Commission from Commission on Diversity Awareness to Commission on Diversity Appreciation. Emily Davalos motioned to add to a future agenda a discussion on changing the name of the Commission, Khalif Durham seconded the motion and all approved.

5. Staff Participation.

Shannon Anderson, Staff Liaison Representative

6. Approval of Minutes.

A motion was made by Emily Davalos to approve the January 15, 2019 minutes, Khalif Durham seconded the motion and all approved.

7. Date of Next Meeting. The next meeting is March 19, 2019 at 1:30 p.m. in the Council Chambers. Anne Hart and Khalif Durham are not available for this meeting.

8. Action Items.

- A. Facilities for collecting handwritten CODA surveys – East and Downtown libraries, NAU, Kutz Barber Shop and Murdock Center. Khalif Durham will forward the contact information to Shannon Anderson to share with the Commission.
- B. CODA Survey results and future process for sharing additional results – Shannon Anderson to find out how to enter results from paper surveys. Posting of graphs online. Establish themes by qualitative data analysis to present to City Council.
- C. Planning for CODA social event – Meet at a coffee shop to get to know the Commissioners better. Invite current Commission members and incoming Commission members. Plan a date and time once new Commission members are seated.

9. Reports/Discussion Items.

None.

10. Future Agenda Items.

- A. Conversation on name of Commission.
- B. Request City Clerk office come to a meeting to explain the appointment process, the Commission will discuss potential communication with City Council on Commission appointment process, and transition plan for Commission on Diversity Awareness given new Commission members
- C. Mayor Coral Evans to continue discussion on Women's Rights.
- D. March 19th – Election for Chair and Vice Chair roles.
- E. March 19th – Public Forum
- F. Request for Commissioners to watch the video from previous meeting(s) missed for consistency and time savings during meetings.
- G. Time and Length of Commission meetings.
- H. Discussion about Diversity Fair.
- I. Practice with members calling in using the conference line.
- J. Response from Procurement as a result of the Transportation presentation – Requested data on how often local service providers are awarded contracts vs. non-local (Rick Barrett requested 10/16/18)
- K. April 16th - Review list of proclamations and/or events brought by each commission member and possible action of adding proclamations and/or events to the 6-month planning calendar for July through December 2019.
- L. Review planning calendars created by each commission member and possible action of adopting final draft Commission of Diversity Awareness 6-month planning calendar.
- M. Review lists of other organizational committees brought by each commission member and possible action of creating liaisons for other diversity groups.

11. Adjournment.

Motion by Khalif Durham to adjourn the meeting at 2:22 p.m. Motion seconded by Emily Davalos. All approved.